

# **REQUEST FOR PROPOSALS FOR COMMUNITY-BASED HABITAT RESTORATION PROJECTS IN OREGON AND WASHINGTON**

Proposal Deadline – December 15, 2007 at 5:00 PM

Grant Awards Announced – February 2008

Download Grant Applications – [www.ecotrust.org](http://www.ecotrust.org)

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Ecotrust is pleased to request proposals for community-based habitat restoration projects in Oregon and Washington. In partnership with the USDA Forest Service, Ecotrust has received an award as part of the National Oceanic and Atmospheric Administration (NOAA) Restoration Center's Community-based Restoration Program to fund the Whole Watershed Restoration Initiative. The Pacific Northwest Region of the Forest Service, Bureau of Land Management, and Oregon Watershed Enhancement Board are all contributing to the Whole Watershed Restoration Initiative, bringing the total amount of funding available to approximately \$1.5 million.

## **Introduction**

Ecotrust is dedicated to building Salmon Nation—a place where people and wild salmon thrive. Founded in 1991, Ecotrust is a private, nonprofit organization that works with its partner, Ecotrust Canada, to build a more reliable prosperity in the coastal bio-region stretching from northern California through British Columbia and Alaska.

The goal of the Whole Watershed Restoration Initiative is to restore the natural functions of whole watersheds in Oregon and Washington and to amplify community-based partnerships focused on the strategic restoration of Pacific salmon and steelhead ecosystems. Our intent is to expand the initiative's geographic focus to Idaho and Northern California in 2008 and 2009.

## **Eligible Projects**

Restoration projects including, but not limited to, the following activities will be considered for funding:

- Breaching or removal of levees
- Removal of dams or other large obstructions to rivers and streams
- Culvert removal and traditional culvert replacement with stream-bed simulation type culverts or bridges
- Reestablishing river flow patterns, meanders, and channels that have been altered or obstructed
- Restoring and enhancing connections between lakes, sloughs, side channels, the floodplain, and the main channel
- Restoring riverbanks and floodplains, including riparian restoration

A portion of the funding is dedicated to fish passage barrier removal activities.

Proposals should focus on on-the-ground habitat restoration activities, but they may include other activities such as feasibility analysis, design, outreach, education, and monitoring. Project activities should be completed within twenty-four months of the award start date.

Activities that constitute legally required mitigation for the adverse effects of an activity regulated or otherwise governed by local, state, or federal law will not be considered.

Projects requesting less than \$20,000 or more than \$100,000 will not be considered for funding under this solicitation.

### **Eligible Applicants**

Eligible applicants include: Tribes, local governments, and non-profit organizations such as local watershed councils and Soil and Water Conservation Districts, educational institutions, and other non-governmental community groups and organizations. Federal agencies may apply, but they are ineligible to receive the NOAA-contributed funds.

Projects that demonstrate strong partnerships are encouraged. A non-federal match of at least 25% of the total project cost is required, though exceptions may be made for projects that otherwise rank extremely high.

### **Compliance with NEPA and Other State and Federal Regulations**

Successful applicants will be required to satisfy all financial and programmatic requirements and meet all applicable local, state, and Tribal environmental laws and Federal consistency requirements before project implementation.

Applicable NEPA, ESA, Clean Water, and state/federal requirements for all projects located on federal land will be completed by the Forest Service, Bureau of Land Management, or other federal agency. The Forest Service may be able to assist with these requirements for projects on non-federally managed land where resources directly benefit federal land.

Applicants should provide detailed information on the activities to be conducted, locations, sites, species and habitat to be affected, possible construction activities, and environmental concerns that may exist in order for the federal agency to make a NEPA determination on each proposal.

### **Proposal Evaluation**

Projects will be ranked by a selection committee on a scale from zero to 100 points and awarded funding based on how well it meets each of the following criteria:

- A. Goals and Objectives**(10 points)
- B. Justification/Technical Merit** (20 points)
- C. Benefits** (15 points)
- D. Diversity of Partnership** (10 points)
- E. Project Readiness** (10 points)
- F. Applicant Experience** (5 points)
- G. Monitoring** (10 points)
- H. Community Outreach** (10 points)
- I. Budget/Cost Effectiveness** (10 points)

### **Application Process**

Application forms are available on Ecotrust's Web site at [www.ecotrust.org](http://www.ecotrust.org). Applications and all other required documentation must be submitted electronically to [tbriggie@ecotrust.org](mailto:tbriggie@ecotrust.org) by 5:00 PM on December 15, 2007. Applicants are required to use the provided format. Please limit the narrative section (A-H) of the application to five pages.

The application consists of three sections:

1. Title Page (basic organization, contact, and project information);
2. Narrative Questions (based on above evaluation criteria); and
3. Budget Section (expense description and budget table).

**Please use the following evaluation criteria descriptions when completing the narrative question section:**

**A. Goals and Objectives (10 points)**

Goals and objectives refer to the expected condition of the treated area and anticipated project outcomes. Goals and objectives should be stated clearly and include quantifiable targets. Examples of measurable objectives include the number of barriers removed or number of points where flow patterns are restored.

**B. Justification/Technical Merit (20 points)**

Scoring for this category is heavily weighted towards selecting and completing essential restoration work in priority areas (see *Priority River Basins* and *Focus Watersheds* described below).

What is the importance of the project and why is it needed? Where is it located? What is the context of the project in terms of accomplishment of whole watershed restoration? Is the action tied to or identified in an existing recovery plan or a watershed action plan? What is the basis for the activity (extent to which the project is based on analysis and identification of limiting factors). Cite existing watershed analyses and restoration or recovery plans.

Priority River Basins (5 points, maximum) are:

- Mid-North Oregon Coast
- South Oregon Coast (Rogue/Umpqua)
- John Day
- Lower Columbia (Hood River downstream)
- Upper Columbia (above Yakima, below Grand Coulee)
- Puget Sound

Focus Watersheds (10 points, maximum) are:

- Mid-North Oregon Coast: Alsea River
- South Oregon Coast: North Fork Umpqua (Steamboat Creek) and South Fork Coquille
- John Day: Middle (Camp Creek) and North Fork (Granite Creek)
- Lower Columbia: Sandy River (Salmon River), Oregon; and Lewis River (East Fork), Washington
- Upper Columbia: Methow (Twisp) River
- Puget Sound: Upper Skagit River (Sauk/Suiattle) and Skokomish River (South Fork)

Up to an additional five points will be awarded based on the project justification. This includes the extent to which the project addresses identified limiting factors and implements an existing restoration plan.

**C. Benefits (15 points)**

The description of project benefits should include benefits to target species (Pacific salmon and steelhead). Benefits include the number of acres and stream miles of habitat improved and the magnitude of the improvements (percentage increase in usable habitat, floodplain capacity, etc.). The description should also address the degree to which the action will improve watershed

condition and contribute to completion of whole watershed restoration. Economic and social benefits should also be described.

**D. Diversity of Partnership (10 points)**

Developing partnerships among communities, organizations, individuals and agencies is an important element to long term restoration success. Projects that involve more than one entity will be ranked higher during the evaluation process. *Diversity of partnership* will be measured by the number and level of confirmed partner contributions. Total project funding should consist of at least 25% of funding matched by other (non-federal) organizations.

**E. Readiness (10 points)**

Readiness is the degree to which the project is ready for implementation in terms of NEPA standing, project design, permits, and contract preparation. Projects that are ready to implement will rank higher during the evaluation process than those that are in the planning phase.

**F. Experience (5 points)**

Applicants must show capacity to implement the scope and scale of the proposed work and the ability to successfully complete the project within the proposed budget and timeline. Organizations previously participating in similar projects with a proven record of project completion and qualified staff members may be ranked higher during the evaluation process.

**G. Monitoring (10 points)**

All funded projects must include plans for monitoring project effectiveness consistent with the Estuary Restoration Act of 2000. Guidance and tools for developing monitoring plans and more information on monitoring requirements are available at:

[http://era.noaa.gov/htmls/era/era\\_monitoring.html](http://era.noaa.gov/htmls/era/era_monitoring.html)

Project monitoring plans must also include a project completion report containing before and after photo points that illustrate the effects of the project activities as clearly as possible.

**H. Community Outreach (10 points)**

Ideal projects will demonstrate a high degree of community involvement in all phases of project development, including implementation and monitoring. Restoration project proposals that include complementary public outreach and awareness-building components contributing to their watershed restoration effort will be ranked higher than those without these outreach activities.

**I. Budget/Cost Effectiveness (10 points)**

The budget description should detail all funds requested and all matching funds and in-kind contributions and follow the budget format provided. Please also include whether matching funds and other contributions are pending or secured.

# **APPLICATION FOR FUNDING FOR COMMUNITY-BASED HABITAT RESTORATION PROJECTS**

## **Title Page**

### **Applicant Information**

Organization:

Executive Director/Manager:

Address:

Phone:

Fax:

Email:

Website:

EIN:

### **Project Contact**

Lead Project Officer and Title:

Address:

Phone:

Fax:

Email:

### **Project Description**

Project Title:

Project Location :

Project Start  
and End Dates:

Latitude &  
Longitude:

Type of Project :

Total Funds Requested :

## Narrative Questions

### A. Goals and Objectives (10 points)

1. Describe the project's short-term goals and measurable objectives.
2. Describe the project's long-term anticipated outcomes (ten years after completion), likelihood of long-term success, and degree to which the restoration will be self-sustaining.

### B. Justification/Technical Merit (20 points), Rationale, importance, and project context

1. Is the project located in a priority basin? If yes, which basin?
2. Is the project located in a focus watershed? If yes, which watershed?
3. Was the project identified in watershed-scale analysis, and/or does the project respond to documented limiting factors from an established restoration action plan? If yes, describe the relative importance of the project within the action plan.
4. Describe how the proposed techniques will achieve the project goals and objectives.

**C. Benefits (15 points)**

1. Complete the benefit table below.

<b>Benefit</b>	<b>Estimated Amount</b>
Stream Miles Improved/ Opened	
Acres of Land Improved	
Miles of Road Decommissioned or Improved	
Number of Species Benefited Directly (List target species)	
Community Members Involved/Reached	
Other	

2. Describe potential benefits associated with the project not quantified in the benefit table. Include any short and long term economic and socio-economic benefits, such as the number and dollar value of local contract jobs awarded or increase in tourism potential.
3. Describe how the project specifically benefits Pacific salmon and steelhead and contributes to whole watershed restoration.

**D. Diversity of Partnership (10 points)**

1. List all significant project partners and describe briefly their contribution—financial, project implementation, outreach or other contribution. Include indication of landowner concurrence.

**E. Readiness (10 points)**

1. Describe the on-the-ground activities you intend to complete to meet your goals and objectives.

2. Describe steps already taken to prepare the project for implementation and provide estimated start and completion dates for on-the-ground activities.
3. Identify permits expected to be necessary for the project and describe the current status of applications or consultations.

**F. Experience (5 points)**

1. Identify proposed project staff. Include details of staff experience, qualifications, and ability to complete the project as proposed.
2. List similar projects completed by your organization and describe the status or results of the projects.

**G. Monitoring (10 points)**

1. Detail your project monitoring plan and describe how it supports your stated goals and objectives. A project report that includes before and after photos of the project site is required.

**H. Community Outreach (10 points)**

1. List volunteer opportunities, education/outreach/stewardship plans, and other opportunities for community contribution created by the project.
2. Describe how the project will benefit the surrounding community.



**I. Budget Justification** (10 points)

- List and describe expected expense items for which you are requesting funds.
- Complete the budget table below and include expenses and revenue sources for the entire project, including match. Add rows as needed.
  - \*Match* and *Contributions* indicate the amount of funding or value of in-kind support you have or expect to receive from a federal or non-federal partner.
  - \*\*Under both Source* columns, please indicate with either an *S* or a *P* whether your matching funds are *Secured* or *Pending*.

Amounts and sources listed are examples.

Expense Item	Funds Requested	Non-Federal *Match		Other *Contributions		Total Project "Value"
		Amount	**Source	Amount	**Source	
Materials-Trees	\$5,000	\$1,000	Oregon Trout: S			\$6,000
Equipment						
Labor/salary	\$5,000	\$3,000	Local volunteers: P	\$8,000	Mt. Hood Natl. Forest: S	\$16,000
Service or Construction Contracts	\$10,000	\$5,000	Oregon Trout: S	\$5,000	Mt. Hood Natl. Forest: S	\$20,000
Travel						
Project Administration	\$1,500	1,000	Oregon Trout: S			\$2,500
Other (describe)						
<b>Total Funds</b>	<b>\$30,000</b>			<b>\$6,000</b>		<b>\$44,500</b>